



**Delaware Workforce Development Board
Quarterly Executive Committee
Delaware Department of Labor Fox Valley Training Annex
April 10, 2018
9:00 am-11:00 am
Minutes**

Attendees: Barry Crozier, Gary Stockbridge, Jeff Bross; Cerron Cade, Ray Fitzgerald; Luke Rhine;

Staff. Joyce Ottinger; Rachel Turney; Richard Fernandes; Stacey Laing; Gwen Cross; Bill Potter; Robin McKinney-Newman; Victoria Counihan; Hope Ellsworth; Joel Riley; Lori Reader; Wanda Holifield

Quorum achieved

Minutes Approved. John Chrzanowski moved to approve the minutes Jeff Bross second. Motion approved. .

Performance Measures. Jeff reviewed the performance measures. We did not meet our goals on the youth employment rate. There are still some problems with the data collection. We are concerned about the youth employment rate. We are going back to check the data. Jeff review the correct way to review the performance data. Mr. Bross reported we did not meet our goal for youth. He also said the system is just beginning to populate the data.

We might have to look how we are writing contracts relative to follow-up and services.

A robust discussion followed concerning the finer points of computing performance with youth cohorts.

Proposal Review Certification Committee. Mr. Chrzanowski reported there were 51 proposal, 32 adult, 19 youth, 8 in school, 11 out of school. Wanda Holifield reviewed the status of the proposals submitted, a discussion regarding non-conforming proposals. Mr. Stockbridge wanted to know what proposals were rejected whom was previous proposal.

Ms. McKinney Newman reviewed the panel construction and the categories based on the submitted programs.

Rachel Turney reviewed the webinar schedule for panel members. She said there would be several iterations.

Mr. Stockbridge recommended there be a conference call between all the panel chairs.

Victoria Counihan reminded the executive committee that they need to ensure they have their discussions when the committees are formally in session.

The staff reminded the executive committee members of the proposed schedules. Mr. Stockbridge said it was important for the panel chairs get together well before the event.

Funding Allocation. Stacey reviewed the allocation options and the development of panels. She discussed the methodology of divvying up the money.

A discussion ensued concerning the projections and the weighting of occupations.

(vote) RFP Adult Funding Allocation. Mr. Stockbridge Motioned that Adult Proposal “B” be adopted for allocating funds. Ray Fitzgerald Second.

All Approved for B

Proposal B-Percent of Request Applied and then adjusted				
Panel Title	Requested Amount (2 year amounts)	Percent of Total	Allocation per Panel	Amount Available for Contracts (2 Year Amount)
Construction Total	\$2,684,964.00	35%	\$1,155,000	\$3,300,000.00
Culinary Total	\$828,176.00	11%	\$363,000	
Healthcare Total	\$1,819,273.00	30%	\$990,000	
Misc Total	\$2,311,016.00	24%	\$792,000	
Grand Total	\$7,643,429.00		\$3,300,000.00	

Stacey Laing reviewed the methodology for reviewing youth proposals. She reminded the group that there is 75/25 split with the majority going to Out of School Youth and 25 % going to in school youth.

A detailed discussion ensued how we want to leverage the funds. Mr. Stockbridge said 35% reduction seemed steep.

Sec. Labor Cerron Cade said he was concerned that DOE’s alignment with Pathways was sufficient relative to In School Youth vs. Out of School Youth.

Ms. Turney advocated for In School Youth programs.

Sec. Cade – said he thought the supports will never be there for out of school youth unless we do it.

Mr. Stockbridge said he was concerned that we might pull away resources just when the Pathways initiative was gaining momentum.

Luke Rhine gave an in depth overview of why he thought option A was more appropriate.

Proposal A-40/60			
Program	Allocation	Current Contract Compare (1 Year)	Change (Allocation Vs. Current Contracts) Annual
Amount Available for ISY	\$1,200,000.00	\$1,331,110.00	-\$131,110.00
Amount Available for OSY	\$1,800,000.00	\$1,818,680.00	-\$18,680.00
Total Youth	\$3,000,000.00	\$3,149,790.00	-\$149,790.00

Proposal B-35/65			
Program	Allocation	Current Contract Compare (1 Year)	Change (Allocation Vs. Current Contracts) Annual
Amount Available for ISY	\$1,050,000.00	\$1,331,110.00	-\$281,110.00
Amount Available for OSY	\$1,950,000.00	\$1,818,680.00	\$131,320.00
Total Youth	\$3,000,000.00	\$3,149,790.00	-\$149,790.00

A robust discussion ensued about the different ways to help Out of School Youth.

(Vote) Youth Funding Allocation. Mr. Stockbridge – Mr. Stockbridge made the motion for approving proposal A. Ray Fitzgerald seconds the motion. Everyone voted yes except Sec. Cade.

Financial Oversight. Barry Crozier reviewed the financial oversight documents. He said the budget spending was fairly flat and everything looked good. He reminded everyone that it was a work in progress. Gary asked if we could get the information updated data and that it was okay if data didn't match between executive committee and the full board meeting.

Gary reviewed the dashboard.

Mr. Bross said it would be interesting to see the number of people we are serving.

Luke Rhine reported that the new date for the Pathways Conference is April 27, 2018. A new Stock take was done and the next one will be held in July. He said there were more 70 vendors.

Mr. Stockbridge wanted to know if we had any update on an app for career cruising.

Youth Council. Robin McKinney Newman gave an update on the youth event at Polytech High School set for 8th.

Process Redesign. Richard Fernandes reported that the he reached out to DEMEP to develop a process map to create a graphic representation so we can determine our strengths and weakness.

Board Membership. Bill reported that he resubmitted names for nomination of to the board. He will research who will represent DEDO.

The Modification. Mr. Potter reported he will submit the modification to the state plan. Gary motioned that board approve the changes. John C. seconded the motion and it carried.

Annual Convening. Hope Ellsworth – the One Stop Operator – briefed the Exec Committee on the One Stop Convening set for 17 May 2108.

Mitigate Gun Violence. Bill Potter and Ray Fitzgerald proposed to the board to using some of the \$250,000 set aside for mitigating gun violence to supplement wages for young adults working in Promise communities. The Executive Committee asked Mr. Potter and Mr. Fitzgerald to conduct more research and resubmit their idea. No action was taken.

Meeting Adjourned.